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North Carolina Department of Public Instruction
301 N. Wilmington Street
Raleigh, NC 27601
Important RFP Addendum

December 29, 2015

**FAILURE TO RETURN THIS RFP ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS
MAY SUBJECT YOUR PROPOSAL TO REJECTION**

RFP Number: **40-IT00114-15**

COMMODITY: Exceptional Children Accountability Tracking System

ADDENDUM Number: **02**

OPENING DATE/TIME: **1/20/2016 @ 2pm EST**

PURCHASER: Mike Beaver

INSTRUCTIONS:

1. Please make the following change(s) in the RFP referenced above:
SEE ATTACHED QUESTIONS AND ANSWERS on the following page.

2. Check **ONLY** one of the following categories and return one properly executed copy of this addendum along with your proposal at the opening time and date.
 - Proposal has already been mailed. Changes resulting from this addendum are as follows:

 - Proposal has already been mailed. **NO CHANGES** resulted from this addendum.

 - Proposal has **NOT** been mailed and **ANY CHANGES** resulting from this addendum are included in our proposal.

Execute Addendum:

OFFEROR: _____

ADDRESS (CITY & STATE): _____

AUTHORIZED SIGNATURE: _____

NAME & TITLE (Typed): _____

RFP# 40-IT00114-15
Addendum 02
Questions and Answers
December 29, 2015

State's Response to Vendor Questions:

STATE'S RESPONSE			
TO VENDOR QUESTIONS SUBMITTED			
IN WRITING BY 2:00 PM ON THURSDAY, DECEMBER 10, 2015			
ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(1)	Section II C. 7)	“Submission of Offer Vendor(s) 1/11/16” Many vendors had already made plans for the Holidays prior to the release of the RFP. Given the spirit of the Holidays will DPI grant a 2-3 week delay in the submission date? Could you answer this question quickly so that we can all plan accordingly?	The Vendor Proposal Submission deadline has been extended by two weeks from 1/11/16 to 1/20/16.
(2)	General	Are all education institutions using the state's current Student Information System (SIS), PowerSchool?	Yes. All education institutions within The State use PowerSchool.
(3)	General	Will all education institutions in the state use the awarded system and will it be mandated by the state for all three modules; Special Education, Medicaid and MTSS?	The State does not mandate the use of ECATS except for required submission of data as determined by The State. An example of required data submissions are Active Child Counts and the Exited Child Count.
(4)	Section III 9) d. ix.	How many years of data will need to be converted and from which systems?	Special Education data for three school years prior to and the school year of ECATS implementation must be converted from the current CECAS system.

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(5)	General Medicaid	At what capacity do users at the state anticipate accessing the Medicaid module?	Not clear what the question is asking. If the question is referring to how many DPI staff will be accessing the Medicaid module, likely <25 and only in a view mode. If the question is referring to school based staff using the Medicaid module, it will be every SLP, PT and OT in each district.
(6)	General	How do districts process/submit their Medicaid claims today?	Most use a 3rd party vendor; 2 LEAs submit their own claims directly.
(7)	General	Is there an existing Medicaid billing/consulting contract in place? If so:	At the LEA level, but not with DPI. DPI is not a Medicaid provider.
		a. With whom?	N/A
		b. How long has the state used the services of this organization?	N/A
		c. How does the state pay for these services? Percentage? Fixed annual fee? Per claim? Per transaction?	N/A
		d. How much did the state pay for these services in each of the last three (3) fiscal years?	N/A
		e. How do staff currently document their services? Paper logs?	LEAs with vendors use web-based documentation; LEAs submitting their own claims have a paper system.
		f. With the introduction of this new contract, would the district's goal be to eliminate all paper logs or will some services still utilize paper logs?	This would remain a local decision/preference.
(8)	General	Does the state use an existing automated Medicaid Management System? If so:	No. DPI is not a Medicaid provider.
		- Which one?	N/A
		- When did the state install this system and begin using it in everyday use?	N/A

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		. What are the reasons the state is looking for a replacement for this system?	N/A
(9)	General	Do any of the districts in the state have any associated audit findings within the Medicaid program the awarded vendor should be made aware of?	NC Medicaid is not currently auditing LEA claims. The Office of State Auditor investigated an LEA Medicaid program in 2014-15 with resulting corrective actions for LEA and DPI.
(10)	Appendix A Module Service Specifications: BR-3.1.9	Medicaid requirement BR-3.1.9 states, "The Medicaid Module shall produce forms that are authorized to serve as official business process forms." Please define and, if possible, provide examples of these forms.	A representative but not exhaustive list of forms would include Parental Consent to Release Information to State Medicaid Agency, Annual Notification, and any needed forms for FFS, MAC, and cost reporting.
(11)	Appendix A Module Service Specifications: BR-3.1.29	Medicaid requirement BR-3.1.29 states, "The Medicaid Module should collect and allow modifications to a directory of LEA contacts who may or may not have access to the Medicaid Module." Please define the type of modifications LEA contacts would need to make.	If the LEA Medicaid Administrator/contact changed, the LEA would need to update name/contact information for the new person filling the role.
(12)	Appendix A Module Service Specifications: BR-3.1.37	Medicaid requirement BR-3.1.37 states, "The Medicaid Module shall allow users to print batches of forms for one or more students without having to open the forms." Please define and, if possible, provide example of these forms	An example of this requirement is the system allows the user to select one or more students in a grading period to print treatment notes without having to open each treatment note.

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(13)	Appendix A Module Service Specifications: BR-3.1.67	Medicaid requirement BR-3.1.67 states, "The Medicaid Module shall allow assessment data to populate business process forms and reports where needed." Please define the assessment data, forms and reports.	Assessment data = student performance data. See BR-3.1.11 for a representative but not exhaustive list of forms. Reports are produced containing data as specified per user entered criteria.
(14)	Appendix A Module Service Specifications: BR-3.1.93	Medicaid requirement BR-3.1.93 states, "The BI Tool shall allow access, based on user security level, to the combined data set of the Special Education, MTSS, Medicaid modules and other data stored in the ECATS ODS." Please define the "BI Tool."	"BI Tool" is a Business Intelligence Tool allowing users to access current as well as historical data while applying filters, sorting criteria, slicing and dicing of data in varying ways, and allowing drill down to record level capability. Additional information can be found in Appendix A Module Service Specifications BR-1.1.91.
(15)	Appendix A Module Service Specifications: BR-3.1.174	Medicaid requirement BR-3.1.174 states, "The Medicaid Module shall validate that services provided are appropriate for the diagnosis." Does this mean that the system should validate against the correct ICD-10 code?	Yes.
(16)	Appendix A Module Service Specifications: BR-3.1.189	Medicaid requirement BR-3.1.189 states, "The Medicaid Module shall provide interfaces to various LEA financial systems. The LEAs use several accounting packages. The export to the financial systems shall be in the form of a flat file or an agreed upon file format." Please define the data that must be exported.	All data required for the annual LEA Cost Report. See URL http://qa.dhhs.state.nc.us/dma/cost/leareports.htm
		Do the districts currently submit claims for all services allowable under the state plan? If not:	Yes
		<ul style="list-style-type: none"> ▪ Which services are not currently billed? 	N/A

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		<ul style="list-style-type: none"> ▪ Is it the state's intention for districts to begin submitting claims on all allowable services? 	N/A
(17)	Appendix A Module Service Specifications - Special Education Module - Child Counts: BR- 1.1.94 to BR- 1.1.102,	Can the state please provide the following state-wide counts:	
		a. Special education child count	April 2015: 201,177 December 2014: 196,146
		b. Special education students with one or more related services	Approximately 84,807
		c. How many (approximate) of the special education students are Medicaid eligible?	Based on CECAS LEAs 13-14 school year had 67,189 and for the 14-15 school year 57,067
(18)	General	Which Special Education (IEP) Management System is the state currently using?	The State is currently using a customized commercial off the shelf product called the Comprehensive Exceptional Children Accountability System (CECAS).
		a. When did the state install this system and begin using it in everyday use?	CECAS was implemented in 2004 and users began using it at implementation.
		b. What are the reasons the state is looking for a replacement for this system	A replacement is being sought due to age of the product and the needed addition of MTSS and Medicaid modules.
(19)	Section III 9) d. iv; Appendix B Module Technical Specifications TNG-2 and TNG-4	How would the District want to receive this training?	The vendor should provide a training plan for all phases of implementation. On-site "Train the Trainer" training should be included. See Appendix B Module Technical Specifications TNG-2 and TNG-4.

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		a. Vendor-led classes for all staff members?	The vendor should provide on-site "Train the Trainer" training for in-house staff as well as LEA/Charter school staff. See Appendix B Module Technical Specifications TNG-4.
		b. Train-the-Trainer approach where vendor trains a cadre of district trainers who would then provide end-user training?	The vendor should provide on-site "Train the Trainer" training for in-house staff as well as LEA/Charter school staff. See Appendix B Module Technical Specifications TNG-4.
(20)	General	Can you please complete the following table of Medicaid recovery state-wide?	
		School Year	Total # Submitted Claims
		2012-2013	Request this information from Robin Morrison at DMA, robin.morrison@dhhs.nc.gov
		2013-2014	Request this information from Robin Morrison at DMA, robin.morrison@dhhs.nc.gov
		2014-2015	Request this information from Robin Morrison at DMA, robin.morrison@dhhs.nc.gov
(21)	Section III 9) d. ix.	In Section III, part IX, it was mentioned that the vendor will be responsible for the cleansing and migration of essential data from existing systems. Does NCDPI have a list of existing systems that is currently being used for the Special Education Data?	The State is currently using a customized commercial off the shelf product called the Comprehensive Exceptional Children Accountability System (CECAS) to house its Special Education Data.

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(22)	Section III 9) d. ix.	Is the Special Education Data coming from a single source for conversion purposes (State Managed System) or will the data need to be gathered at each district level?	The State is currently using a customized commercial off the shelf product called CECAS to house its Special Education Data. Data are housed in a state managed system. NCDPI will work with the selected vendor to determine these requirements.

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(23)	Section III 9) d. ix.	Does NCDPI have a template of Sped Data elements that will need to be converted? Minimum requirements?	<p>DPI will work with the selected vendor to define specific data to be converted. The following list is representative of the data to be converted.</p> <ul style="list-style-type: none"> • Referral received by school date • Referral determination date • Conduct evaluation? • Consent to evaluate date • Consent to evaluate purpose • Consent to evaluate given? • Evaluation purpose • Eligibility date • Eligible? • Primary disability • Private school non-participation date • Consent for placement date • Consent for placement given • Initial placement date • Initial IEP/PSSP begin and end dates • Part C to B plan date • Current and 3 most recent IEP/PSSP begin and end dates, LRE setting, list of services, tests and accommodations • Transportation provider • Transportation type • All COSF data if student is <7 • PRC eligibility status and most recent Student Information Form • Current Case Manager • Current Closed/Verified EC forms as pdf

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(24)	VII 16) CONFIDENTIALIT Y AND DATA SECURITY	Section vi. stated: "The Vendor will conduct regular third-party security audits of the Module application and share the results with NCDPI. These types of audit are usually at a cost. What is the acceptable annual frequency of these audits and will the Vendor be compensated for conducting these audits?"	The State is seeking a hosting solution with established security policies and standards, which conducts yearly security assessment reviews to ensure those guidelines are followed and updated as needed to protect clients from potential threats. As stated in the RFP, "the Vendor acknowledges its responsibility for securing personal identifying information collected by the State and stored in any Vendor site or other Vendor housing systems, including but not limited to computer systems, networks, servers, or databases, maintained by Vendor or its agents or subcontractors in connection with the Services. Vendor warrants, at its sole cost and expense, that it shall implement processes and maintain security of personal identifying information; provide reasonable care and efforts to detect fraudulent activity involving personal identifying information; and promptly notify the Agency of any breaches of security involving personal identifying information." The acceptable frequency of the audit is yearly and the Vendor is responsible for the cost. See VII.16) CONFIDENTIALITY AND DATA SECURITY.
(25)	Appendix A: Module Service Specifications, BR-1.1.74	· BR-1.1.74 A seamless transition from the old system to the new system is needed. The current system resides in a SQL Server database.	

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		<ul style="list-style-type: none"> ▪ Is it correct to assume that all LEA data is consolidated in one database or multiple databases? 	<p>Data are housed in a state managed system which consists of multiple databases.</p>
		<ul style="list-style-type: none"> ▪ What is the current system(s) being used? 	<p>The State is currently using a customized commercial off the shelf product called the Comprehensive Exceptional Children Accountability System (CECAS) to house its Special Education Data.</p>
(26)	<p>Appendix A Module Service Specifications: BR-1.1.58</p>	<p>BR-1.1.58 The Special Education Module shall integrate with the Student Information System (PowerSchool) to send EC data to PowerSchool. EC data is sent to PowerSchool when a student begins actively receiving services, at any point that the IEP is updated (selected fields), and when a student stops (exits) receiving services.</p>	
		<ul style="list-style-type: none"> ▪ Is it possible to be more specific in regards to data being sent to the Student Information Systems? Is there a list of data elements that will be required? 	<p>The following data elements are currently being sent to PowerSchool:</p> <ul style="list-style-type: none"> • Primary Disability • Secondary Disability • Plan Type • Environmental Setting • Program/Services Begin Date • Program/Services End Date • EC Exit Date • EC Exit Reason • Tests • Accommodations • Specifics for Accommodations <p>See Appendix A Module Service Specifications BR-1.1.58 and BR-2.1.59 for more information.</p>

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(27)	Appendix B Module Technical Specifications PRM-4	The ECATS Service shall be designed to recover full functionality within Recovery Time Objective of 24 hours. Does this refer to disaster recovery? Recovery from database backup, etc., after catastrophic compromise of resources?	Yes. The system must recover from a failure within 24 hours. See Appendix B Module Technical Specifications PRM-4, PRQ-35, and PRQ-48.
(28)	Appendix B Module Technical Specifications WEB-11	The ECATS Service should have a transaction completion time (after the enter key is pressed) of less than 3 seconds. Would this be Max or average?	Ninety percent (90%) of transactions should occur within two seconds or less for screens. See Appendix B Module Technical Specifications PRM-6 through PRM-16.
(29)	Appendix B Module Technical Specifications WEB-20	The ECATS Service shall supply history and rollback of content.	
		<ul style="list-style-type: none"> ▪ No problem in regards to supplying history. Is it a requirement to have an "Undo" button before a form is finalized? 	It is not required to have an "Undo" button before a form is finalized.

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(30)	Appendix A Module Service Specifications BR-1.1.56, BR-2.1.56, BR-3.1.56, BR-1.1.5	What is the specific role of the PowerSchool SIS system in your ECATS architecture?	PowerSchool is the authoritative source of demographics and other data on students. Entry of students into the ECATS modules occurs only when PowerSchool sends the student data to ECATS. Other data that PowerSchool is authoritative for may also be included in what is sent from PowerSchool to ECATS. PowerSchool will also receive data from the Special Education Module and the MTSS Modules. See Appendix A Module Service Specifications BR-1.1.56, BR-2.1.56, BR-3.1.56, BR-1.1.58, and BR-2.1.59.
(31)	Section IV Cost, A: ECATS Cost Template	Item 1. Firm Fixed Price: Does the NCDPI want the year 1 and year 2 fee to be consolidated into one figure or should it be itemized by the year?	The contract term is two years with the option to extend for a one year period. The cost for the first term should include year 1 and year 2 to match the contract term. See Section II B. 8) Contract Term.
(32)	Section IV Cost C, D.	Please clarify where we could access the "Cost Response Form" mentioned as Optional in this item.	The Cost Response Form for the Alternative Cost Response is to be proposed by the Vendor if they choose to propose an alternate cost. See Section IV Cost Proposal C.

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(33)	Attachment A	Is the NCDPI currently requesting vendors to develop an ECATS ODS or does this module currently exist today?	NCDPI is requesting vendors of the Special Education Module to develop and maintain the ECATS ODS. See Appendix A Module Service Specification BR-1.1.83.1, BR-1.1.83.2, BR-1.1.84, and PRQ-1.
(34)	Attachment A	What is the difference between the ECATS ODS and the NCDPI ODS modules?	The ECATS ODS is the combined data set of all three ECATS modules and any other data deemed necessary. The NCDPI ODS is an agency level ODS that stores data from other departments within the agency as well as data sent to it from the ECATS ODS. See Appendix A Module Service Specification BR-1.1.83.1, BR-1.1.83.2, BR-1.1.84, BR-1.1.104, BR-2.1.104, and BR-3.1.104.
(35)	Attachment A	Please clarify what the terms "Set of Assessments" and EC SEA Activities" listed on your ECATS diagram specifically mean?	<p>EC SEA Activities includes:</p> <ul style="list-style-type: none"> (1) Comprehensive LEA Report (CLEAR) (2) Professional Development (3) Coaching Logs (4) Reports for collected data (5) State level "LEA Reporting Indicators 1- 8" (6) Custom SEA reports <p>NCDPI will work with the selected vendor to define specific requirements for the set of Assessments.</p>

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(36)	Section III 10.n	<p>A complete list of customers is considered proprietary information for most Vendors. Will NCDPI consider a list of references (in addition to the 3 required in 10.m) as a satisfactory response to 10.n?</p> <p>10.n Product Interfaces: The Vendor must provide a list of all Customers and their products that the ECATS Service they are proposing currently interfaces and is operational, or interfaced with and was operational within the last 3 years.</p>	<p>The State is looking to review customer interfaces with a statewide implementation. A representative list of your customers with a statewide implementation is sufficient.</p>
(37)	Appendix B Module Technical Specifications PRQ-2	<p>The ECATS Service shall have data that is updated in real-time. Is it possible to specify which data is required to be updated in real time?</p>	<p>Data entered by users into any of the three ECATS modules must be updated in real time when users make changes to that data. See Appendix A Module Service Specifications BR-1.1.2, BR-2.1.3, and BR-3.1.4 and Appendix B Module Technical Specifications PRQ-2.</p>

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(38)	Section 1 Introduction Paragraph 4 and 6, Section III 9) 10).	<p>“Federal regulations require that states collect, maintain and report data on exceptional children in support of No Child Left Behind (NCLB) and Individuals with Disabilities Education Act (IDEA).” Here DPI states reporting requirements which are well known. “Reports produced from the ECATS ODS may contain any combination of data, based on user access, from the Special Education, MTSS, and Medicaid modules.” “Reports produced from the ECATS ODS may contain any combination of data, based on user access, from the Special Education, MTSS, and Medicaid modules.” To report on “any combination of data” is very expensive. Can DPI be more specific on exactly what data is required in the ODS other than the ability to obtain the reports requested in Paragraph 4? Please specifically request what is “required” so that each vendor can respond with the cost for the exact requirement.</p>	<p>NCDPI will work with the vendor to define detailed requirements. The following is a representative list of data that will be required:</p> <ul style="list-style-type: none"> - Combined set of data from Special Education, MTSS, and Medicaid - Data to complete all CIPP Indicators as required by the SPP/APR such as exceptional children data, graduation data, dropout data, assessment data, discipline data, racial and ethnic data, gender data, post-secondary data, parent involvement data, mediation, due process, complaint, and facilitation data. - Data to aid in completing Indicator 17 of the CIPP Indicators which include all data as previously noted plus retention data, attendance data, course credit data. <p>BR-1.1.56, BR-1.1.64, BR-1.1.84, BR-1.1.85, BR-1.1.103, BR-1.1.105, BR-1.1.105.1, BR-1.1.106, BR-1.1.106.1, BR-1.1.107, BR-1.1.107.1, BR-1.1.108, BR-1.1.108.1, BR-1.1.109, BR-1.1.109.1, BR-1.1.110, BR-1.1.110.1, BR-1.1.111, BR-1.1.111.1, BR-1.1.112, BR-1.1.113, BR-1.1.114, BR-1.1.115, BR-1.1.117, BR-1.1.117.1, BR-1.1.117.2, BR-1.1.117.3, BR-1.1.119, BR-1.1.119.1, BR-1.1.120, BR-1.1.121, BR-1.1.121.1, BR-1.1.122, BR-1.1.122.1, BR-1.1.123, BR-1.1.124, BR-1.1.126, BR-1.1.126.1, BR-1.1.127, BR-1.1.127.1, BR-1.1.128, BR-1.1.128.1, BR-1.1.128.2, BR-1.1.128.3, BR-1.1.128.4, BR-1.1.128.5, BR-1.1.128.6</p>

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(39)	Section I Introduction Paragraph 6 and Section II Paragraph 14 Alternate Offers	<p>“The vendor must include all of the modules in an offer.” “Vendor may submit alternate offers for various levels of service(s) or products meeting specifications. Alternate offers must specifically identify the RFP requirements and advantage(s) addressed by the alternate offer. Any alternate offers must be clearly marked with the legend as shown herein. Each offer must be for a specific set of Services or products and offer at specific pricing. If a Vendor chooses to respond with various service or product offerings, each must be an offer with a different price and a separate RFP offer. Vendors may also provide multiple offers for software or systems coupled with support and maintenance options, provided, however, all offers must satisfy the specifications.” The paragraph in Section I says the vendor must include all the modules but the “Alternate Offer” section states “... various levels of services(s) or products meeting specifications. Does this mean a vendor can bid one of the modules and not the others?”</p>	<p>The Vendor must include all of the modules in an offer. The Vendor is responsible for the integration of all three modules, the development and maintenance of the single user interface and the ECATS ODS. The Vendor cannot use the Alternate Offer to bid on less than three of the modules. See page 5 of the RFP.</p>

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(40)	Section II C. 4)	"Components for Evaluation – Listed in order of importance" Will DPI provide the weights associated with each of the components for evaluation?	Weights are not used in the adjectively ranked process. All responsive proposals will be evaluated and adjectively ranked based on the strengths and weaknesses in how the vendor meets the state's requirements as determined by the evaluation team. See Section II C 6) Evaluation Method. The Evaluation Teams will follow the process as outlined in the 'RFP Optional-Terms.doc' Section I C. Evaluation Process which can be downloaded from http://it.nc.gov/document/instructions-and-optional-terms-preparation-rfp
(41)	Section III 1) and 4)	"Agencies and Vendors should refer to these architecture documents when implementing enterprise applications and/or infrastructure." IAM does not appear in the State Architecture. Please point to a reference in the Statewide Architecture describing the interface between AIM and a Statewide SSO so that vendors can design to the Statewide Architecture.	We can provide the interface details to IAM, which can be used by the vendor. As long as you can integrate with SAML (preferred) or LDAP you are in compliance.

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(42)	Section III 6) and Appendix B Module Technical Specifications PQR9	<p>“All offers shall include specifications and technical literature sufficient to allow the State to determine that the equipment meets all requirements. This technical literature will be the primary source for evaluation. If a requirement is not addressed in the technical literature it must be supported by additional documentation and included with the offer. Offer responses without sufficient technical documentation may be rejected.” “The ECATS Service shall not require any on premise serves infrastructure to be purchased or maintained by NCDPI and PI-13 Educational Institutions.” Section III 6) says specifications and technical literature for the “equipment” must be submitted and that the technical literature will be a primary source for evaluation. Appendix B lists platform requirements but there are no technical “equipment” specification requirements. Instead Appendix B PRQ9 states DPI does not want to own the equipment. Exactly what technical specifications does DPI want to see and what are the evaluation factors and weights associated with those technical specifications? Please explain the evaluation process of technical literature when each vendor will have a different SaaS solution requiring differing technical solutions.</p>	<p>SaaS in a private cloud is a mandatory requirement so there are no 'equipment' technical specification requirements. See PRQ-54. Provide software used and the software version.</p>

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(43)	Section III 6)	"All offers shall include specifications and technical literature sufficient to allow the State to determine that the equipment meets all requirements. This technical literature will be the primary source for evaluation. If a requirement is not addressed in the technical literature it must be supported by additional documentation and included with the offer. Offer responses without sufficient technical documentation may be rejected." How many CPUs and how much memory per CPU is being used in the present solution? What is the total amount of disk spaced used for that solution? Does it provide an acceptable response?	This is expected to be a cloud based solution. Vendors are to create specifications according to their proposed solution and data provided. See Operational Limits and Scalability tab in the Appendix B.
(44)	Section III 9) 8.	"The functionality must interface with other systems including, but not limited to, the state Student Information System (SIS) and the ECATS Operational Data Store (ODS)." In order to properly interface to "other systems" please list the systems, the connectivity methodology, and what data is to be exchanged between the systems.	The vendor must propose the connectivity methodology that is part of their proposed solution. Data exchanged between systems outside of ECATS will be "as deemed necessary" and include, but are not limited to, LEA level assessment data, academic, behavioral, disciplinary, observational data, etc..
(45)	Appendix A Module Service Specifications BR-2.1.9	"The MTSS Module shall produce forms that are authorized to serve as official business process forms." BR.2.1.9 says "produce forms" and BR.2.1.12 says the Tier I-III Problem-Solving Form and the Demographic Form. NC has published a Form B and Form C as well as the Tier I-III MTSS forms and the Tier I-III MTSS review forms. Which forms does DPI want in the application? Please provide copies of the forms.	There is no state level Form B or Form C. We will have example forms for the selected vendor for Tier II and III to put in the system. No Tier I forms will be utilized. See BR-2.1.12.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(46)	Appendix A Module Service Specifications BR-2.1.12	"Users shall be able to enter a very minimal amount of data to satisfy compliance requirements or choose to enter an entire form." Compliance requirements are typically associated with IEPs and not MTSS forms. Please list the minimal MTSS compliance requirements.	There are no compliance requirements.
(47)	Appendix A Module Service Specifications BR-2.1.18	"The MTSS Module shall provide a single screen displaying key data (dates of referral, evaluation, tier date change, problem solving dates, rate of improvement, etc.) for easy access." What is meant by the word "evaluation" in the MTSS context?	The MTSS module needs to connect with the IEP module so any evaluation information can be connected.
(48)	Appendix A Module Service Specifications BR-2.1.21	"The MTSS Module shall contain a user interface which can be easily modified by authorized users as business rules change to respond to altered circumstances or conditions. This would include, but is not limited to, an easy way to add, modify, remove, inactivate and crosswalk codes, code descriptions, locking/unlocking of fields, etc." Codes are typically associated with IEPs and Medicaid billing. Specifically what codes are the applicable codes in MTSS?	An example of codes and code descriptions would be an LEA level assessment, not state test, which the LEA would enter into the system using a test code and then the name of the test as the code description. When the test displays on forms, the LEA's defined code description will display on forms as the test name. NCDPI will work with the selected vendor to determine these requirements.
(49)	Appendix A Module Service Specifications BR-2.1.22	"The MTSS Module should allow authorized users at the LEA level the option to customize business rules that define the flow of data entry in the business process but maintain the rules applied to the business process by NCDPI." Please list any MTSS business rules DPI wants implemented. In the past five years NCDPI has not requested any business rules on any of the forms mentioned in BR-2.1.9.	NCDPI will work with the selected vendor to determine these requirements.
(50)	Appendix A Module Service Specifications BR-2.1.29	"The MTSS Module should collect and allow modifications to a directory of LEA contacts who may or may not have access to the MTSS Module." Please list what modifications DPI would want to make.	The district would make all modifications for personnel changes. This includes but is not limited to name changes, contact address changes and email address changes.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(51)	Appendix A Module Service Specifications BR.2.1.31	"The MTSS Module shall support the entry and assignment to facilities of providers and their associated services for the reporting of personnel, service delivery and Medicaid information. This includes providers that may or may not be users of the MTSS Module. Providers may be individual persons or a provider organization." The MTSS process is prior to the IEP process, assignment of providers and Medicaid billing. Please describe the "service delivery and Medicaid billing information" required in the MTSS context.	The IEP and MTSS processes are not separate as described in the question. In terms of service delivery, a provider may have relevant information that would be available and housed within the MTSS module (e.g., progress monitoring data for small groups, diagnostic assessment data, fidelity data, etc.). IEP information and MTSS information should be connected.
(52)	Appendix A Module Service Specifications BR-2.1.56-BR-2.1.59	"Integrate with PowerSchool" - Since PowerSchool is multiple instances does DPI want the vendor to integrate with each instance of PowerSchool to obtain and send data? Presently to get information from a district instance the district has to load an API written by the vendor. To push data to PowerSchool the district would be required to allow the establishment of tables and the ability for the vendor to write to the tables. Or should data be requested and received from the PowerSchool data warehouse? If from the data warehouse, what are the interface specifications?	Data is needed from PowerSchool in real time for the entry and update of student demographics. ECATS should send data in real time to PowerSchool to populate EC and MTSS data within screens viewed by LEAs within PowerSchool. The vendor should propose the methodology that best fits their solution.
(53)	Appendix A Module Service Specifications BR-2.1.56	"The MTSS Module shall integrate with the Student Information System (PowerSchool) to receive new or changed demographic data including LEA/School, or any other data deemed Necessary, for students." Our understanding is PowerSchool cannot send only changed information with the version that exists in NC at the time of these questions submission. Will the version allowing only the changes be in place in time for the demonstration?	ECATS modules must consume any changes to data that PowerSchool sends whether it includes changes only or complete sets of data that have changes applied after the initial data has been placed in the modules.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(54)	Appendix A Module Service Specifications BR-2.1.59	"The MTSS Module shall integrate with PowerSchool to send MTSS data to PowerSchool." In order to send data to PowerSchool tables may have to be created in PowerSchool. Who will be responsible for the table creations in all instances?	The ECATS vendor will not be responsible to table creation within PowerSchool instances.
(55)	Appendix A Module Service Specifications BR-2.1.60	"The ECATS Service shall receive EC, MTSS, and Medicaid data from outside sources (3rd parties) for already established student demographic records in the ECATS Service. The ECATS Service shall allow EC, MTSS, or Medicaid data to be added, modified, or deleted by outside sources based on rules established in the ECATS Service." What are the outside sources and specifically what data is to be received from these outside sources? What rules are to be established for reception of the data? Which system is the authoritative source should there be discrepancies?	The vendor should propose a methodology for importing data from 3rd parties. The 3rd parties will be required to meet the methodology proposed. Rules, as defined by the business owner, for validating data should be applied by the vendor before data is consumed into ECATS. Data should not be allowed into ECATS unless these validations are met. Once consumed into ECATS, ECATS is then the authoritative source of the data.
(56)	Appendix A Module Service Specifications BR2.1.63, 1.1.63, 3.1.63	"The MTSS Module shall notify the old and new LEAs when a transfer is received from PowerSchool and when the transfer has been completed by either LEA." Since PowerSchool is the authoritative source for transfers, shouldn't the transfer notification come from PowerSchool rather than the Special Ed, MTSS and Medicaid system?	Different personnel are responsible for working in various systems. Users of ECATS should be notified by the modules they have access to when students transfer between LEAs. This allows the user to be sure that the transfer in PowerSchool was made within ECATS.
(57)	Appendix A Module Service Specifications BR-2.1.75	"The ECATS Service should support migration of historical data from systems outside of NCDPI into the new system. This data may be held in 3rd party systems containing MTSS, Medicaid, and EC data." Please identify what systems, the data to be migrated and the format.	The vendor should propose a methodology for importing data from 3rd parties. The 3rd parties will be required to meet the methodology proposed.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(58)	Appendix A Module Service Specifications BR-2.1.76	“The ECATS Service shall be able to process small to large amounts of data without a degradation in performance.” The terms “small” and “large” and “degradation” are open to interpretation. Please define these terms by specifying a small amount of data, a large amount of data and what would be degradation. Does DPI mean the total number of connections without degradation or the total amount of data transferred at an instant in time or both? For example is degradation something greater than a three second delay between a “small” and “large” amount of data processed?	The vendor should define these terms as they relate to their proposed solution.
(59)	Appendix A Module Service Specifications BR-1.1.77, BR-2.1.77, BR-3.1.77	“The ECATS Service shall be optimized to take advantage of high speed connectivity, but also deliver superior performance when connection speeds are significantly lower.” Please define “high speed” and lower speed and what would be considered to be “superior performance.”	The vendor should define these terms as they relate to their proposed solution. For example, high speed connectivity means leased lines, low speed would mean dial up or 3g wireless. By superior performance would mean response time would still stay around the same.
(60)	Appendix A Module Service Specifications BR-2.1.87	“The MTSS Module shall provide Error reports containing data Errors which need correction. These Error reports shall be available for downloading and printing and provide a User-Friendly description of each Error.” Since the MTSS forms differ from IEP and Medicaid forms in these forms have no logic or simply disallow the entry of incorrect data, please identify what errors DPI thinks would be associated with the MTSS forms data entry.	The error report will contain errors that are found in validating business rules and field values. An example would be missing attendance data within the problem solving field.
(61)	Appendix A Module Service Specifications BR-2.1.147	“The Service shall integrate with the NCDPI PBIS system to move data between the two systems and for the purpose of building reports with data from both systems.” Please provide NCDPI PBIS interface specifications and a list of data that will be required to transfer to NCDPI PBIS and from NCDPI PBIS.	The vendor should propose the methodology for data exchange that is best for their proposed system. A representative set of data to be transferred includes office discipline referrals and PBIS implementation data (ex: SET, BSET, TFI).

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(62)	Appendix A Module Service Specifications BR-2.1.150	"The MTSS Module shall collect data on professional development for teachers and other school staff to enable such personnel to deliver scientifically based academic and behavioral interventions." What specific "data on professional development for teachers and other school staff..." is DPI requesting the vendor to store? Is DPI requiring a relationship between professional development and interventions delivery in the MTSS software? If so, what professional development is associated with the ability to deliver each intervention? Has this been decided at the DPI level yet?	A general data relationship would not be required (e.g., documentation of PD would not be necessary to provide the intervention). The following is a representative list of general data: number of sessions, contact hours, course title, coaching sessions, etc..
(63)	Appendix A Module Service Specifications BR-2.1.151	"The MTSS Module shall collect data on educational evaluations related to CEIS." Please explain what data should be collected.	NCDPI will work with the selected vendor to determine these requirements.
(64)	Appendix A Module Service Specifications BR-2.1.152	"The MTSS Module shall collect data on behavioral evaluations related to CEIS." Please explain what data should be collected.	NCDPI will work with the selected vendor to determine these requirements.
(65)	Appendix A Module Service Specifications BR-2.1.153	"The MTSS Module shall collect data on educational services and supports implemented as related to CEIS." Please explain what data should be collected.	A representative list of fields to be collected include: descriptions of services and supports, length of time receiving service/support.
(66)	Appendix A Module Service Specifications BR-2.1.154	"The MTSS Module shall collect data on behavioral services and supports implemented as related to CEIS." Please explain what data should be collected.	A representative list of fields to be collected include: descriptions of services and supports, length of time receiving service/support.
(67)	Appendix A Module Service Specifications BR-2.1.164	"The MTSS Module should allow users to build a cost benefit analysis of instructional practices and programs." Does DPI want to build a cost benefit analysis based on instructional practices and programs or on interventions and their effectiveness?	Both. This would be a platform to aggregate and then associate instructional practices / programs across the school, district, and state with fidelity data and with student outcome data.
(68)	Appendix A Module Service Specifications BR-3.1.9	Does DPI and/or DMA have "official business process forms?" If so, please provide the appropriate form number DMA.	see BR-3.1.11 for a representative but not exhaustive list of forms

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(69)	Appendix A Module Service Specifications BR-3.1.29	"The Medicaid Module should collect and allow modifications to a directory of LEA contacts who may or may not have access to the Medicaid Module." Please list what modifications DPI would want to make.	Modifications include the addition, updating, and removal of LEA contacts data from the directory list.
(70)	Appendix A Module Service Specifications BR-3.1.56-BR-3.1.59	"Integrate with PowerSchool" Since PowerSchool is multiple instances does DPI want the vendor to integrate with each instance of PowerSchool to obtain and send data? Presently to get information from a district instance the district has to load an API written by the vendor. To push data to PowerSchool the district would be required to allow the establishment of tables and the ability for the vendor to write to the tables. Or should data be requested and received from the PowerSchool data warehouse? If from the data warehouse, what are the interface specifications?	Data is needed from PowerSchool in real time for the entry and update of student demographics. ECATS should send data in real time to PowerSchool to populate EC and MTSS data within screens viewed by LEAs within PowerSchool. The vendor should propose the methodology that best fits their solution.
(71)	Appendix A Module Service Specifications BR 3.1.56	"The Medicaid Module shall integrate with the Student Information System (PowerSchool) to receive new or changed demographic data including LEA/School, or any other data deemed Necessary, for students." Our understanding is PowerSchool cannot send only changed information with the version that exists in NC at the time of these questions. Will the version allowing only the changes be in place in time for the demonstration?	ECATS modules must consume any changes to data that PowerSchool sends whether it includes changes only or complete sets of data that have changes applied after the initial data has been consumed into the modules.
(72)	Appendix A Module Service Specifications BR-3.1.59	"The Medicaid Module shall integrate with PowerSchool to send Medicaid data to PowerSchool." In order to send data to PowerSchool tables may have to be created in PowerSchool. Who will be responsible for the table creations in all instances?	The ECATS vendor will not be responsible to table creation within PowerSchool instances.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(73)	Appendix A Module Service Specifications BR-3.1.60	"The ECATS Service shall receive EC, MTSS, and Medicaid data from outside sources (3rd parties) for already established student demographic records in the ECATS Service. The ECATS Service shall allow EC, MTSS, or Medicaid data to be added, modified, or deleted by outside sources based on rules established in the ECATS Service." What are the outside sources and specifically what data is to be received from these outside sources? What rules are to be established for reception of the data? Which system is the authoritative source should there be discrepancies?	The vendor should propose a methodology for importing data from 3rd parties. The 3rd parties will be required to meet the methodology proposed. Rules, as defined by the business owner, for validating data should be applied by the vendor before data is consumed into ECATS. Data should not be allowed into ECATS unless these validations are met. Once consumed into ECATS, ECATS is then the authoritative source of the data.
(74)	Appendix A Module Service Specifications BR-3.1.75	"The ECATS Service should support migration of historical data from systems outside of NCDPI into the new system. This data may be held in 3rd party systems containing MTSS, Medicaid, and EC data." Please identify what systems, the data to be migrated and the format.	The vendor should propose a methodology for importing data from 3rd parties. The 3rd parties will be required to meet the methodology proposed.
(75)	Appendix A Module Service Specifications BR-3.1.76	"The ECATS Service shall be able to process small to large amounts of data without a degradation in performance." The terms "small" and "large" and "degradation" are open to interpretation. Please define these terms by specifying a small amount of data, a large amount of data and what would be degradation. Does DPI mean the total number of connections without degradation or the total amount of data transferred at an instant in time or both? For example is degradation something greater than a three second delay between a "small" and "large" amount of data processed?	The vendor should define these terms as they relate to their proposed solution.
(76)	Appendix A Module Service Specifications BR-3.1.174	"The Medicaid Module shall validate that services provided are appropriate for the diagnosis." Please provide a list of services the State has approved as valid for each diagnosis code.	DPI is not aware of a list like this. If it exists, it would be a DMA resource.

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(77)	Appendix A Module Service Specifications BR-3.1.175	"The Medicaid Module shall insure claims involving fully federally funded therapist FTE are not submitted." Will DPI be responsible for providing a current list of teachers at each district who are federally funded? Would DPI want the vendor to get this information from each district's payroll management system? If so, please provide interface specifications for these payroll systems.	No, the vendor would need to work with the LEAs to get that data.
(78)	Appendix A Module Service Specifications BR-3.1.189	"The Medicaid Module shall provide interfaces to various LEA financial systems. The LEAs use several accounting packages. The export to the financial systems shall be in the form of a flat file or an agreed upon file format." Please provide names of LEA financial systems and interface specifics so costs can be attached to this task. How many different systems?	This question needs to be addressed by each LEA local finance team.
(79)	Appendix A Module Service Specifications BR-3.1.200	"Checkwrite which is NOT X12N". Please explain where the "Checkwrite" information is to come from and the interface requirements.	NCDPI will work with the selected vendor to define specific requirements.
(80)	Appendix B Module Technical Specifications PRQ-16	"The ECATS Service shall comply with all state and federal laws and mandates for protecting personally identifiable information." Is DPI requiring compliance with the HIPAA Security Rule including encryption at rest?	Encryption is an addressable item under HIPAA. If at a minimum your solution does not include encryption of HIPAA data at rest, NCDPI would need to understand the reasoning.
(81)	Appendix B Module Technical Specifications OLS-3	"The ECATS Service shall incur minimal impact on the ECATS Service when adding servers." Please explain this in more detail and define "minimal."	Minimal impact means the least amount of downtime for users as is possible to accomplish the task. The vendor should define the term minimal as they relate to their proposed solution.
(82)	Appendix B Module Technical Specifications SEC-34	"The ECATS Service should allow protection of history logs from unauthorized access." Is DPI requiring the separation of the data and the history logs per the HIPAA Security Rule?	HIPAA does apply to a certain subset of the data.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(83)	Introduction pg. 5	Does the NCDPI have a requirement or expected timeline for completion of the implementation of the Special Education, MTSS, and Medicaid modules requested in this RFP?	The timeline is dependent upon the length of time for BAFO and contract award but we are currently expecting January 2017 for implementation for the Special Education Module. We expect Medicaid will be implemented February 2017 and MTSS implementation July 2017 or November 2017, MTSS implementation date will be dependent upon the percentage of customization needed. All dates are approximations and subject to change.
(84)	Appendix A Module Service Specifications BR-1.1.22; BR-2.1.22; BR-3.1.22; BR-1.1.23; BR-2.1.23	Question 1: The RFP does not specifically reference that the ECATS system will be mandated. Appendix A, BRs-1.1.22, 2.1.22, and 3.1.22 state, "The [Special Ed, Medicaid, MTSS Module] Module should allow authorized users at the LEA level the option to customize business rules that define the flow of data entry in the business process but maintain the rules applied to the business process by NCDPI." Appendix A, BRs 1.1.23 and 2.1.23 state, "The [Special Ed, Medicaid, MTSS Module] should allow authorized users at the LEA level the option to customize forms but maintain the rules applied to the forms by NCDPI." Please confirm (a) if the ECATS system/modules will be mandated for usage by PK-13 entities, and (b) if not, will PK-13 entities be required to use the ECATS system for federal reporting?	The State does not mandate the use of ECATS except for required submission of data as determined by The State such as federal and state reporting. An example of required data submissions are Active Child Counts and the Exited Child Count.

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(85)	Section III.10.f - Page 19	Question 2: On page 19, Section III 10 f. Implementation Methodology, the RFP states, "The Vendor must describe their implementation methodology and processes for activating or enabling the ECATS Service for a new PK-13 Educational Institution. The Vendor must describe the roles and responsibilities for the Vendor, NCDPI and the PK-13 Educational Institutions during implementation." Is there (a) a preferred rollout approach or order for implementing the service modules? And (b) a preference to roll out modules tiered gradually or to all PK-13 entities at one time?	The rollout will be a phased approach beginning with the Special Education module, then Medicaid module, then MTSS module. Each module will be released to all LEAs that choose to use ECATS. Prior to implementation of a particular module, it will go through a piloting stage with PK-13 entities as chosen by The State.
(86)	Appendix A Module Service Specifications: BR-1.1.20; BR-2.1.20; BR-3.1.20	Question 3: In Appendix A (BRs-1.1.20, 2.1.20, and 3.1.20) the RFP states, "Click a link on the student's demographic page that will email the NCDPI helpdesk ticket logging system. The link should allow the user to select from a list of issues that will be submitted in the email along with other required fields such as user email address. The issue list should be configurable and maintained by state level administrative users." (a) Is the NCDPI helpdesk ticket logging system web-based? (b) If the ECATS system provides a link, how will users login to the ticketing system?	The NCDPI helpdesk has an email address that users use when sending in tickets. Users do not log directly into the ticketing system.
(87)	Appendix A Module Service Specifications: BR-1.1.24;BR-2.1.24	Question 4: In Appendix A (BRs-1.1.24 and 2.1.24) the RFP states, "The [Special Ed and MTSS Module] should allow users at the LEA and school level to enter and manage codes and code descriptions on their customized features in the [Special Ed and MTSS Module]. These codes should populate fields within screens/forms based on the user accessing the [Special Ed and MTSS Module] Module." Please clarify what is meant by codes and code descriptions that would be entered and managed in the ECATS system?	An example of codes and code descriptions would be an LEA level assessment, not state test, which the LEA would enter into the system using a test code and then the name of the test as the code description. When the test displays on forms, the LEA's defined code description will display on forms as the test name.

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(88)	Appendix A Module Service Specifications: BR-1.1.120	Question 5: In Appendix A (BR-1.1.120) the RFP states, "Indicator 8: The Special Education Module shall collect data at the LEA/school level and at state level of children with IEPs based on a configurable statistical formula." What is the statistical formula?	Currently, for Indicator 8 we use the Schools Effort to Partner with Parents Scale (SEPPS) standard value of 600.
(89)	Section III.c - Page 16	Question 6: On page 16, Section III c., Medicaid Objectives, the last sentence states, "The claims must be processed without users having to use the services of a third party and without adding additional staff." (a) Should responders include pricing for the submission of Medicaid claims for PK-13 entities as a part of this response or only provide pricing for the Medicaid documentation module? (b) Please confirm if PK-13 entities will be required to bill through the vendor that is awarded this RFP or if PK-13 entities will have options to bill through other methods?	NCDPI will work with the selected vendor to determine these requirements. Proposal must include price. Medicaid billing is not required but suggested.
(90)	Appendix A Module Service Specifications: BR-1.1.44; BR-2.1.44; BR-3.1.44	Question 7: Appendix A, BR-1.1.44, BR-2.1.44 and BR-3.1.44 state, "The [Special Ed, Medicaid, MTSS Module] shall allow authorized users to make mass changes to fields, determined by NCDPI, in student records accessible to them. (Ex. case managers, providers)." Please clarify what is meant by mass changes.	An example of a mass change would be the assignment of a new case manager to several student records. This change would be applied across records at one time without having to open and update each student record.

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(91)	<p>Section III. 9.d.ix. page 18; Appendix A Module Service Specifications BR-1.1.56, BR- 2.1.56, BR- 3.1.56, BR- 1.1.64, BR- 2.1.64, BR- 3.1.64, BR- 1.1.65.1, BR- 2.1.65.1, BR- 3.1.65.1, BR- 1.1.74, BR- 1.1.75, BR- 2.1.75, BR- 3.1.75, BR- 1.1.133, BR- 1.1.65, BR- 2.1.65, BR- 3.1.65, BR- 3.1.187, BR- 3.1.189</p>	<p>Question 8: On page 18 of Section III.9 Conversion of Data, the RFP states, "The Vendor will be responsible for ensuring that the data conversion effort is given high priority and that data validation and data cleansing are key components of the acceptance of the system." There are a number of references throughout the RFP to data from other systems that will need to be imported. Please clarify any specific data elements described in these references that will need to be converted.</p>	<p>DPI will work with the selected vendor to define specific data to be converted. The following list is representative of the data to be converted.</p> <ul style="list-style-type: none"> • Referral received by school date • Referral determination date • Conduct evaluation? • Consent to evaluate date • Consent to evaluate purpose • Consent to evaluate given? • Evaluation purpose • Eligibility date • Eligible? • Primary disability • Private school non-participation date • Consent for placement date • Consent for placement given • Initial placement date • Initial IEP/PSSP begin and end dates • Part C to B plan date • Current and 3 most recent IEP/PSSP begin and end dates, LRE setting, list of services, tests and accommodations • Transportation provider • Transportation type • All COSF data if student is <7 • PRC eligibility status and most recent Student Information Form • Current Case Manager • Current Closed/Verified EC forms as pdf

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(92)	Section IV, page 21	Question 9: On page 21 of Section IV. Pricing Proposal, the RFP requests that vendors provide applicable proposal costs. (a) What is the proposed budget for this RFP's scope of work? (b) How will the MTSS portion of the scope of work be funded? (c) What services from this ECATS RFP are currently being provided by the State? And (d) What is the current budget for all service components of the State's current IEP system (e.g., license agreements, maintenance, training, helpdesk, and other support)?	NCDPI will work with the selected vendor to determine these requirements. The services that are currently being provided are IEP's.
(93)	Section III. 10.n., page 21	Question 10: In Section III.10.n., Product Interfaces, the RFP states, "The Vendor must provide a list of all Customers and their products that the ECATS Service they are proposing currently interfaces and is operational, or interfaced with and was operational within the last 3 years." We have over 3,000 clients who use one or multiple products that are similar to the proposed ECATS service. Would it be acceptable for the respondent to provide a detailed listing for North Carolina clients at an individual level and a rollup response by state for non-North Carolina clients?	The State is looking to review customer interfaces with a statewide implementation. A representative list of your customers with a statewide implementation is sufficient.
(94)	Appendix A Module Service Specifications: BR-1.1.5, BR- 2.1.5, and BR- 3.1.5	Per BR-2.1.5, will the NCDPI be providing translation services for the actual system fields and descriptions or does the Vendor need to provide the translations?	The vendor is responsible for translating from one language to another. See Appendix A Module Service Specification BR-1.1.5, BR-2.1.5, and BR-3.1.5.
(95)	General	Is there an existing system that this solution will be replacing? If, so which vendor solution is it replacing?	The State is currently using a customized commercial off the shelf product called the Comprehensive Exceptional Children Accountability System (CECAS) to house its Special Education data. CECAS is provided by CORE ECS. There currently is no statewide system for MTSS or Medicaid.

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(96)	Appendix B Module Technical Specifications PRQ-8	Is the NCDPI considering cloud-based and browser-based solutions or does the solution need to be installed on-premise?	The system is required to be a Software as a Service (SaaS) solution. See Appendix B Module Technical Specifications PRQ-8.
(97)	Appendix A Module Service Specifications BR-1.1.20, BR-2.1.20, and BR-3.1.20	Is there a need to integrate the solution with a specific email software package such as Outlook or Gmail?	The system is required to send emails at times. The vendor should propose what is needed for this to occur in their proposed system. See Appendix A Module Service Specifications BR-1.1.20, BR-2.1.20, and BR-3.1.20.
(98)	Appendix A Module Service Specification BR-1.1.83.1, BR-1.1.83.2, BR-1.1.84, and PRQ-1	On what technology platform does the ECATS ODS currently reside?	The vendor awarded the contract for the Special Education Module is responsible for developing and maintaining the ECATS ODS. This vendor will determine its platform. See Appendix A Module Service Specification BR-1.1.83.1, BR-1.1.83.2, BR-1.1.84, and PRQ-1.
(99)	Appendix A Module Service Specification BR-1.1.56, BR-1.1.58, BR-1.1.61, BR-2.1.56, BR-2.1.59, BR-2.1.61, BR-3.1.56, and BR-3.1.61	Regarding the Student Information System, will the Vendor be responsible for developing the integration to this system or only be responsible for create the XML feed in the SIS format?	The vendor is responsible for developing integration with the Student Information System. See Appendix A Module Service Specifications BR-1.1.56, BR-1.1.58, BR-1.1.61, BR-2.1.56, BR-2.1.59, BR-2.1.61, BR-3.1.56, and BR-3.1.61.
(100)	Appendix A Module Service Specification BR-1.1.6, BR-2.1.6, BR-3.1.6	Is there a need for the solution to be mobile capable so that assessments/scoring can be done in the field and dashboard data be presented on the go?	The system must be available web-based with functionality accessible from any computer including PCs, MACs, and mobile devices anywhere over the internet. See BR-1.1.6, BR-2.1.6, BR-3.1.6.

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(101)	Appendix A Module Service Specifications BR-1.1.6, BR-2.1.6, BR-3.1.6, BR-1.1.17, BR-2.1.17, and BR-3.1.17	Is there a need for the solution to provide a web-based page to display reports and a searchable knowledgebase for schools, providers, families or children?	Yes. ECATS must be completely web-based with access to reports and searchable news articles. See Appendix A Module Service Specifications BR-1.1.6, BR-2.1.6, BR-3.1.6, BR-1.1.17, BR-2.1.17, and BR-3.1.17.
(102)	Appendix A Module Service Specifications BR-1.1.52, BR-2.1.52, and BR-3.1.52	Is there a need to have schools, providers, families or children log into a portal to create or view the details of a case or supporting information?	Families and students are not considered users of the system at this time. See Appendix A Module Service Specifications BR-1.1.52, BR-2.1.52, and BR-3.1.52.
(103)	Appendix A Module Service Specifications BR-1.1.15 "The Special Education Module should allow multiple users to contribute to the business process per student record, and per business process form within a student record, simultaneously. This incorporates merging multiple user updates into a business process form without losing changes made by the various users to the form."	If there are 2 users updating a student record simultaneously, whose update will take priority, and how would you want us to resolve the conflict? Are you proposing a locking mechanism? If yes, then would you like a field-level lock or a page-level lock?	The vendor should propose what is needed for simultaneous updating of a record to occur in their proposed system. See Appendix A Module Service Specifications BR-1.1.15 and BR-2.1.15.

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(104)	Appendix A Module Service Specifications BR-1.1.46 "The Special Education Module shall maintain per provider a configurable caseload list. The caseload list shall consist of records based on user access and permission."	Need clarification if you are you looking for a caseload list for the Service Provider and/or Case Manager. If it is a Service Provider, there can be more than one service provider for a student. Does the student need to appear in all service providers' caseload list?	Currently, both reports are offered. One for Case Manager of the record and another for Service Providers. Students can show on more than one Service Provider reports dependent on how many services are provided by different people.
(105)	Appendix A Module Service Specifications BR-1.1.64 "The Special Education Module shall allow assessment data to populate business process forms and reports where needed."	Will the assessment data be imported from an external system or should the Application have the capability to give assessment to students? If imported from another application, which application will the data be imported from and integration method needed?	ECATS does <u>not</u> need the capability to give assessments to students at this time. Assessment data may be part of the integration with PowerSchool and also need to be imported from various external systems. The method to integrate and import assessment data should be proposed by the vendor. See Appendix A Module Service Specifications BR-1.1.64, BR-1.1.65, BR-1.1.65.1, BR-2.1.64, BR-2.1.65, BR-2.1.65.1, BR-3.1.64, and BR-3.1.65.1.

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ADDENDUM 02- VENDOR QUESTION #	CITATION	QUESTION	ANSWER
(106)	<p>Appendix A Module Service Specifications BR-1.1.65 The ECATS Service shall allow users at state administrative level to import and export data using manual and/or scheduled automated processes. The files contain pre-defined formats including, but not limited to, flat files and Excel files. At this current time, flat files are used."</p>	<p>What kind of data needs to be imported - Demographics, enrollment etc.? How is this import different from SIF integration?</p>	<p>Types of data that may be imported include LEA level assessment data, academic, behavioral, disciplinary, observational data, etc.. The vendor should propose the import option that works best with their solution.</p>
(107)	<p>Appendix A Module Service Specifications BR-1.1.121 "Indicator 9: The Special Education Module shall collect data at the LEA/school level and at state level to aid in the reporting of disproportionate representation of racial and ethnic groups in special education and related services that is the result of inappropriate identification."</p>	<p>Is the State looking for a report that would display disproportionate representation of racial and ethnic groups in Special Education population and related services? How will the state determine that the Identification of Ethnicity and Race is inappropriate? Who will make the decision about the accuracy of the collected data?</p>	<p>Currently, both reports are offered. One for Case Manager of the record and another for Service Providers. Students can show on more than one Service Provider reports dependent on how many services are provided by different people.</p>

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(108)	Appendix B Module Technical Specifications PRM-19 The ECATS Service shall use as a single location to post all system and logging messages	Are you looking for a Banner or a running Tickler, scrolling marquee kind of functionality?	This requirement is for the logging of server level operating system messages and any internal messages that the ECATS system needs available for server level administrators.
(109)	Appendix B Module Technical Specifications - ECATS Technical Specifications - Administration, Monitoring, and Reporting	This section talks about multiple plans. Do we need to submit these plans as part of the RFP Response or post RFP?	The following plans need to be submitted as part of the vendor proposal: AMR-33 Vendor Organization Chart, AMR-35 Implementation Plan, AMR-43 Data Migration Plan.
(110)	Section III, 2 (d),	Under Section III, 2 (d), the state requires the transferability of licenses. Does this imply that the state will no longer be the client after the transfer of licenses? If so, what entity (ies) will hold ownership of the licenses? What entity will pay the annual support?	NCDPI will pay for support.
(111)	Section VII, particularly Paragraph 2	Does the section above imply that the state is looking for a perpetual license rather than an annual license?	Please review the terms and conditions in Section VII, particularly Paragraph 2.
(112)	Under Section III, 9, a3	Under Section III, 9, a3, the State refers to Behavior Support Services. Many districts have different concepts in mind when they request BSS, can you please expand on the expectations the state has for this component?	Functional behavior assessments, behavioral intervention plans, restraint data, and all associated data collection elements will be the elements of this component.
(113)	Section III, 9, a6; Appendix A Module Service Specifications BR-1.1.144, BR- 1.1.144.1.	Section III, 9, a6 requires identification of a funding source if one is provided for a particular student. What is the source of this information and would it be available in the system? Does the state want to identify both the source of funding as well as the amount?	ECATS must collect the funding source per child. The State does want ECATS to provide the source as well as the amount of funding. See BR-1.1.144, BR-1.1.144.1.

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(114)	Section III, 9, a8	Section III, 9, a8 indicates that the ECATS system must integrate with other systems in addition to the SIS and the ODS. What are those systems? Will data be exchanged between these systems? One way or two ways?	Data exchanged between systems outside of ECATS will be "as deemed necessary" and include, but are not limited to, LEA level assessment data, academic, behavioral, disciplinary, observational data, etc.. These outside systems may reside at NCDPI or be 3rd party systems at the LEAs. Data may flow in one or both directions based on need at the time. The vendor should propose the methodology for data exchange that is best for their proposed system.
(115)	Section III, d (i); Appendix B Module Technical Specifications PRQ-8.	Based on Section III, d (i), the vendor will host the application for the state. Please confirm. Does the state also want pricing for self-hosting?	No, ECATS is required to be a vendor managed software as a service (SaaS). See Appendix B Module Technical Specifications PRQ-8.
(116)	Section III, d (iv); Appendix B Module Technical Specifications TNG-2 and TNG-4.	Section III, d (iv) calls for training. Will the training be performed at a centralized location or at different locations? Can the training be provided during consecutive business days with a defined start date?	The vendor should provide a training plan for all phases of implementation. The vendor should provide on-site "Train the Trainer" training for in-house staff as well as LEA/Charter school staff. See Appendix B Module Technical Specifications TNG-2 and TNG-4.
(117)	Section VII, 13	Section VII, 13 refers to the availability of funds. Does the state currently have a budget for this project and if so, please identify what the budget is.	Standard practice is the Vendor proposes the architecture solution based upon the business needs and requirements for which cost is then determined. NCDPI will work with the selected vendor to determine these requirements.

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(118)	Section III 10) m 7	On page 21, the number of technical staff supporting, maintaining, and managing the products for references is requested. Is this number to reflect the technical staff of the reference or the technical staff of the vendor?	List the total number of the reference technical staff needed to support, maintain, and manage the product. List the total number of the vendor technical staff needed to support, maintain, and manage the product. Provide the total of vendor and reference staff needed to support, maintain, and manage the product.
(119)	General	What is the desired start date for the implementation?	The timeline is dependent upon the length of time for BAFO and contract award but we are currently expecting January 2017 for implementation for the Special Education Module. We expect Medicaid will be implemented February 2017 and MTSS implementation July 2017 or November 2017, MTSS implementation date will be dependent upon the percentage of customization needed. All dates are approximations and subject to change.
(120)	Appendix A Module Service Specifications BR-1.1.5, BR- 2.1.5, and BR- 3.1.5.	Appendix A requests "the ECATS Service shall be available in many languages and allow the user to switch between languages. Preferable languages include the ASTM International translation list: English, Espanola, Chinese, Francais, Deutsch, Italiano, Japanese, Korean, Portuguese, and Russian" on all three tabs. Are you requesting the ability to translate forms into multiple languages? Are you requesting the ability to translate data entered into forms? Both? Or something else?	The ECATS system as a whole, including forms, data, field labels, ext., must be presented to the user in the language the user specifies. Appendix A Module Service Specifications BR-1.1.5, BR-2.1.5, and BR-3.1.5.

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(121)	Appendix A Module Service Specifications BR-1.1.19	Appendix A requests "the ECATS Service shall support electronic signature functionality that complies with the laws of The State of North Carolina and is in keeping with The State's network security standards" on all three tabs. Who does the state expect to gather electronic signatures from (for example, staff, parents, or both?) Can NCDPI provide a use case?	Electronic signatures may be used by staff, parents, service providers, teachers, and anyone else that signs forms. An example of when an electronic signature may be used is when a parent attends a meeting via the phone and needs to sign a form.
(122)	Appendix A Module Service Specifications: BR 2.1.148	Appendix A: BR 2.1.148 requests "the MTSS Module shall contain a component related to Coordinated Early Intervening Services (CEIS)." Does this refer to students who are in need for Early interventions (not meeting expectations) or for students who are Year 3-4?	NCDPI will work with the selected vendor to determine these requirements. A Coordinated Early Intervening Services (CEIS) component which collects and reports on students in kindergarten through grade 12 who are not currently identified as needing special education services but are receiving early intervening services.
(123)	Appendix A Module Service Specifications: BR 2.1.150	Appendix A: BR 2.1.150 requests "the MTSS Module shall collect data on professional development for teachers and other school staff to enable such personnel to deliver scientifically based academic and behavioral interventions." What types of data is NDDPI interested in collecting? Where is this data coming from?	A general data relationship would not be required (e.g., documentation of PD would not be necessary to provide the intervention). The following is a representative list of general data: number of sessions, contact hours, course title, coaching sessions, etc..
(124)	General	Can NCDPI confirm that the ECATS will be able to obtain SIS data from the PowerSchool ODS?	Yes

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(125)	Appendix A Module Service Specifications BR-1.1.91, BR-1.1.92, BR-1.1.93, BR-1.1.93.1, BR-2.1.93, BR-2.1.93.1, BR-3.1.93, and BR-3.1.93.1	Can you clarify the requirements of the requested BI tool?	“BI Tool” is a Business Intelligence Tool allowing users to access current as well as historical data while applying filters, sorting criteria, slicing and dicing of data in varying ways, and allowing drill down to record level capability. The BI Tool must provide access to data in the ECATS ODS. The vendor of the Special Education Module is responsible for providing the BI Tool and developing and maintain the ECATS ODS. Additional information can be found in Appendix A Module Service Specifications BR-1.1.91, BR-1.1.92, BR-1.1.93, BR-1.1.93.1, BR-2.1.93, BR-2.1.93.1, BR-3.1.93, and BR-3.1.93.1.
(126)	Appendix A Module Service Specifications BR-1.1.110	Regarding BR-1.1.110: Are LEA's sending the NCDPI Indicator 4a data—disciplinary data (including suspension and expulsion data)?	LEAs submit their discipline data (including suspension & expulsion data) through Power School. A formula is then applied to determine if an LEA has a significant discrepancy.
(127)	Appendix A Module Service Specifications BR-1.1.120.1	BR-1.1.120.1: Indicator 8: The ECATS Service shall transfer data to the NCDPI ODS and produce reports containing data at the LEA/school level and at state level of children with IEPs based on a configurable statistical formula. Although reporting for Indicator 8 cannot be produced within the ECATS Service, the report of children with IEPs will assist with reporting the Indicator. Can you provide an example of the statistical formula you are interested in applying?	Currently for Indicator 8, we use the Schools Effort to Partner with Parents Scale (SEPPS) standard value of 600.

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(128)	Appendix A Module Service Specifications BR-1.1.128	BR-1.1.128: Indicator 14: The Special Education Module shall collect data at the LEA/school level and state level of children with an IEP that have exited secondary school within a to-be-determined timeframe. Although reporting of Indicator 14 requires that the students reported have been competitively employed, enrolled in some type of postsecondary school, or both, within one year of leaving high school, the Special Education Service will not collect this information. What are the specific data elements is the state interested in having the ECATS system collect? What is the process for the LEA's to provide that data?	The vendor should propose the process for collecting the data. See this URL for additional information: http://ec.ncpublicschools.gov/reports-data/state-performance-plan/ind14.pdf
(129)	Appendix A Module Service Specifications BR-2.1.157, BR-2.1.158, BR-2.1.159	Can the state provide the MTSS forms (Tier I, Tier II, and TIER III Problem Solving forms) and any associated business rules) they are interested in having available in the ECATS System?	We will have example forms for the selected vendor for Tier II and III to put in the system.
(130)	Appendix A Module Service Specifications BR-3.1.31:	The Medicaid Module shall support the entry and assignment to facilities of providers and their associated services for the reporting of personnel, service delivery and Medicaid information. This includes providers that may or may not be users of the Medicaid Module. Providers may be individual persons or a provider organization. Can the state clarify this question and/or provide a scenario to provide context for this question?	NCDPI requests that the user be able to enter, update and report on the following information for service providers: assigned schools/sites; number of students assigned/served; number of IEP contact hours assigned/served; number of claims submitted; number of visits missed.
(131)	Appendix A Module Service Specifications BR-3.1.11	Can the state provide the Medicaid forms and any associated business rules they are interested in having available in the ECATS System?	See BR-3.1.11 for a representative but not exhaustive list of forms.

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<p align="center">(132)</p>	<p>Appendix B Module Technical Specifications PRQ-44</p>	<p>Appendix B: PRQ-44 requests 'The Vendor shall collaborate with NCDPI to develop and execute a transition plan for conversion from NCDPI's current hosting environment to the vendor's hosting environment.' What data is being converted? What type of databases (SQL Server, Oracle)? Will the data be brought over 'as is' or converted? What is the system architecture of the current hosting environment? What will the converted data/system be used for?</p>	<p>Special Education data will need to be converted from SQL Server databases. Data must be converted from the current system housing Special Education data to the new Special Education Module in ECATS. DPI will work with the selected vendor to define specific data to be converted. The following list is representative of the data to be converted.</p> <ul style="list-style-type: none"> • Referral received by school date • Referral determination date • Conduct evaluation? • Consent to evaluate date • Consent to evaluate purpose • Consent to evaluate given? • Evaluation purpose • Eligibility date • Eligible? • Primary disability • Private school non-participation date • Consent for placement date • Consent for placement given • Initial placement date • Initial IEP/PSSP begin and end dates • Part C to B plan date • Current and 3 most recent IEP/PSSP begin and end dates, LRE setting, list of services, tests and accommodations • Transportation provider • Transportation type • All COSF data if student is <7 • PRC eligibility status and most recent Student Information Form • Current Case Manager • Current Closed/Verified EC forms as pdf

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<p>(133)</p>	<p>Appendix B Module Technical Specifications TIN-6</p>	<p>Appendix B: TIN-6 requests "The Vendor shall be responsible for the design and development of all interfaces Necessary for the successful implementation and maintenance of the ECATS Service." Will the Vendor be responsible for interfaces to/from systems other than ECATS? If a legacy NCDPI system requires a modification to one of their interfaces due to the implementation of ECATS, will the Vendor be responsible for the design and development of interfaces for the legacy NCDPI system?</p>	<p>The vendor is responsible for design and development within ECATS of interfaces to move data to and from ECATS. The vendor is not responsible for modifications to systems outside of ECATS to establish interfaces within these systems.</p>

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<p align="center">(134)</p>	<p>Page 18, Section III, #9.d.iv</p>	<p>Page 18, Section III, #9.d.iv requests conversion of data from existing systems. From how many systems will data be converted? What is the volume of data to be converted? Can the State provide data dictionaries for the 'to be converted from' systems?</p>	<p>Data must be converted from the current Special Education system to the new ECATS Special Education Module. Special Education data for three school years prior to and the school year of ECATS implementation must be converted from the current CECAS system. DPI will work with the selected vendor to define specific data to be converted. The following list is representative of the data to be converted.</p> <ul style="list-style-type: none"> • Referral received by school date • Referral determination date • Conduct evaluation? • Consent to evaluate date • Consent to evaluate purpose • Consent to evaluate given? • Evaluation purpose • Eligibility date • Eligible? • Primary disability • Private school non-participation date • Consent for placement date • Consent for placement given • Initial placement date • Initial IEP/PSSP begin and end dates • Part C to B plan date • Current and 3 most recent IEP/PSSP begin and end dates, LRE setting, list of services, tests and accommodations • Transportation provider • Transportation type • All COSF data if student is <7 • PRC eligibility status and most recent Student Information Form • Current Case Manager • Current Closed/Verified EC forms as pdf • Data dictionaries for COTS products are proprietary and NCDPI can't publish without consent.

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(135)	Section III, #10.c	Section III, #10.c requests a proposed deployment methodology. Will all schools in the State be required to implement ECATS? Will the State purchase the licenses for all PK-13 Educational Institutions? Is there a date by which the State requires deployment to be complete?	The NCSBE does not mandate the use of ECATS except for required submission of data as determined by The NCSBE. An example of required data submissions are Active Child Counts and the Exited Child Count. Licenses? The NCSBE is seeking to procure a license/access to the system on behalf of and for authorized users of the NCSBE and all PK-13 Educational Institutions. Please review the terms and conditions in Section VII.
(136)	Section III, #10.n	Section III, #10.n requests a list of all Customers and their products that the ECATS Service the Vendor is proposing currently interfaces and is operational, or interfaced with and was operational within the last 3 years. This list will contain many hundreds of items. Is it sufficient to provide a representative list with customer contact information that will enable the State to confirm that the proposed ECATS solution can interface with other systems reliably?	The State is looking to review customer interfaces with a statewide implementation. A representative list of your customers with a statewide implementation is sufficient.
(137)	Section IV, #14 Section VII. #14	Section IV, #14 states that payments are subject to retainage requirements. What are the retainage requirements for this contract?	<u>There is no Section IV, #14 but if you are referring to Section VII., #14, this will be negotiated with the selected vendor during BAFO.</u>
(138)	Section IV, #23.a Section V #2	Section IV, #23.a describes the State's post-training acceptance. This paragraph implies that there is one post-training acceptance period and that there is not a testing and acceptance period for each PK-13 Educational Institution – is that accurate?	<u>Section IV, #23 does not relate to post-training acceptance, but if you are referring to Section V. #2, this is a statewide implementation.</u>

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(139)	General	Will the state use the same forms and documents for Pre-K and K-12?	<ul style="list-style-type: none"> •Special Education Module Answer = Yes, with the exception of the Pre-K Initial Referral; •MTSS Module Answer = Yes; •Medicaid Module Answer = Yes
(140)	General	Implementation Approach: Will all modules, Special Education, Medicaid, 504 and MTSS, be implemented in ECATS concurrently, or will there be phased implementation? If phased, do you have a preferred order or approach?	The rollout will be a phased approach beginning with the Special Education module, then Medicaid module, then MTSS module. There is no 504 module in ECATS. Prior to implementation of a particular module, it will go through a piloting stage with PK-13 entities as chosen by The State.
(141)	General	Will each module be implemented for all LEAs concurrently or will you use a phased approach. If phased, will you implement regionally, by instructional level, or do you have another implementation rollout design in mind?	The rollout will be a phased approach beginning with the Special Education module, then Medicaid module, then MTSS module. Each module will be released to all LEAs concurrently that choose to use ECATS. Prior to implementation of a particular module, it will go through a piloting stage with PK-13 entities as chosen by The State.

End of Addendum 02